

Participant evaluation tools

A selection of tools to capture participants' evaluation of the workshop.

1. Open question flipsheets

Put up separate flipsheets in different parts of the room each with different open questions. For example:

- What for you was the most valuable part of the workshop?
- What did you find least useful?
- What could have been done differently?
- What did you think of the facilitation of the workshop?
- What will you do differently as a result of this workshop?

Invite the group to circulate around the room and write their responses

2. Smiles, frowns & suggestions

Draw the following symbols on a flipchart.



Ask participants to call out smiles, frowns and suggestions and write them near the appropriate symbol.

3. Circle shuffle

This can be used to get a sense of how people feel about the workshop, rather than a written evaluation.

Stand in a tight circle, arm-in-arm or all with arms around both neighbours' shoulders.

All shuffle to the right until one person calls "Stop!" The person who called out shares one thing they have enjoyed, valued or learnt today.




Then the circle shuffles the opposite way until someone else calls "Stop!" And so on.



4. Evaluation grid

List all the activities you've done during the day in a left-hand column on a flipsheet (see below). You could also add aspects such as facilitation and venue.

Invite the group to take marker pens and place a dot against each question in the appropriate column for them. You could share the final result and ask what they notice about this feedback

				Comments
Social speedometer exercise				
An action is nonviolent if...				
....				
How was the facilitation?				
How was the venue?				

5. Pie chart

Quick & easy. Draw a pie chart with each segment representing a component of the workshop - each session, venue, food etc. Invite participants to mark a dot in each segment - the closer to the centre, the more positive the feedback.

6. X,Y grid

For a general feel of the workshop, draw an X,Y right-angle. X can be for enjoyable, Y can be for valuable. Participants put a dot in the space that's true for them. You can do it for individual sessions as well.

